

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on January 8th, 2024, at 7:02 PM.

- 1) **Mr. Moeller called the session to order at 7:00 pm.**
- 2) **Mr. Demko called the roll with Board Members, Mr. Moeller and Mr. Cramer in attendance.** Also, in attendance were Barry Tiffany, Cara Tilford, Doug Buffenbarger, Mike Brown and Donna Hellmann.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Reports**

Administration

Mr. Tiffany had nothing to add to his report. Mr. Cramer asked about the I-675/Wilmington Pike project. Mr. Tiffany noted that there is a meeting scheduled tomorrow and hopefully we will get an update. We were supposed to have information on the access plan by mid-December; we did not receive that. Mr. Cramer noted that we expect the AES report in 4-6 months.

Zoning

Mrs. Tilford had nothing to add to her report. Mr. Moeller asked about the new signs for the township buildings. Mrs. Tilford noted that more information on that project is forthcoming.

Fiscal Officer

Mr. Demko noted that temporary appropriations were submitted to Greene County. They were reviewed and sent back. No issues there. He noted that the Department Heads did a great job in 2023 staying under budget, a testament to meeting earlier and going line by line through the budget to set the departments up for success. He noted under consent agenda items we will be setting up three new funds to pay debt repayments; the Auditor wanted debt to be paid directly from a debt fund.

Fire

Mr. Buffenbarger noted he had nothing to add. He noted, in response to question from Mr. Moeller, that calls were just slightly less in 2023 at 1357 calls than they were in 2022.

Police

Chief Brown had nothing to add to his report

Roads and Service

Mr. Owens had nothing to add to his report.

Information Technology

Mr. Tiffany had nothing to add.

Trustees

Mr. Cramer noted he plans to attend the Crumble ribbon cutting ceremony on Friday. On the 16th he will attend a meeting of the Superintendent’s Advisory Board where they will review the school district’s five-year forecast. Mr. Cramer noted that we continue to pursue the RAISE grant and have a team working on our submission. Mr. Moeller asked staff to confirm the MVRPC had his correct contact information.

5) **Public Comments – Agenda Items**

None.

6) **Old Business**

None.

7) **Consent Agenda Items**

A. Payment of Bills

B. Minutes

C. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01

D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02

E. Clout Membership Renewal – 2024.01.08.03

F. Establish New Funds – 2024.01.08.04

RESOLUTION NO. 2024.01.08.01

IN RE: Resignation of Administration Department Staff – Brianna McCaleb

WHEREAS, Full-time Administrative Assistant/Social Media and Marketing Coordinator, Brianna McCaleb has indicated her desire to resign from the Sugarcreek Township Administration Department; and,

WHEREAS, Miss McCaleb was hired as a member of the Sugarcreek Township Administration Department on April 10, 2023; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Brianna McCaleb.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Brianna McCaleb effective January 8, 2024.

RESOLUTION NO. 2024.01.08.02

IN RE: Resignation of Fire Department Staff – Jay Evans

WHEREAS, Part-time Firefighter/EMT, Jay Evans has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Jay Evans was hired as a member of the Sugarcreek Township Fire Department on May 21, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Jay Evans.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective December 23, 2023.

RESOLUTION NO. 2024.01.08.03

IN RE: Renewal and Payment of CLOUT Membership

WHEREAS, Section 505.241 of the Ohio Revised Code grants the authority to a board of township trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government; and

WHEREAS, Section 505.241 of the Ohio Revised Code further grants the authority to a board of township trustees to appropriate from its general fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

WHEREAS, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

WHEREAS, Sugarcreek Township is eligible to be a member of CLOUT based on its budget over \$10,000,000.00; and

WHEREAS, the Board desires to participate as members of CLOUT;

NOW THEREFORE BE IT RESOLVED THAT the Board of Township Trustees of Sugarcreek Township, Greene County, Ohio hereby authorizes Sugarcreek Township to become a member of CLOUT, as part of the Ohio Township Association, and to pay the annual CLOUT membership dues.

RESOLUTION NO. 2024.01.08.04

IN RE: Establishing New Funds Within the Chart of Accounts

WHEREAS, the Sugarcreek Township Board of Trustees desire to create funds for the retirement of debt in within the departments of Sugarcreek Township; and,

WHEREAS, the creation of the new funds are necessary to maintain adequate records of the program finances; and,

WHEREAS, the Auditor of State allows the creation of new funds within the Chart of Accounts; and,

WHEREAS, the Fiscal Officer has provided this Board with the funding line numbers necessary to establish the required fund within the Sugarcreek Township Chart of Accounts, as follows:

Fund Number 2914	Police (Debt Retirement) Fund
Fund Number 2915	Fire (Debt Retirement) Fund
Fund Number 2916	Roads & Services (Debt Retirement) Fund

NOW THEREFORE, BE IT RESOLVED, that these new Funds have been established, in accordance with the law.

Mr. Cramer made a motion to accept all consent agenda items as stated. Mr. Moeller seconded.

Mr. Moeller-yes
Mr. Cramer - yes

9. Discussion Agenda Items

Mr. Tiffany noted that we received a letter from Hope Taft asking that we help support the support the Little Miami Watershed Network. In the past, we have given them \$1,000 to aid them in their

efforts. Mr. Moeller made a motion to provide \$1,000 in support of their efforts, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

Mr. Moeller-yes
Mr. Cramer - yes

10. Public Comments

None.

11. Trustee/Staff Discussions

None.

12. Executive Session

None.

13. Adjourn

Mr. Moeller made a motion to adjourn, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

Mr. Moeller-yes
Mr. Cramer - yes

Richard J Demko, Fiscal Officer